

**Matt Blunt**  
Governor



**Michael N. Keathley**  
Commissioner

State of Missouri  
**OFFICE OF ADMINISTRATION**  
Division of Accounting  
570 Truman Building, 301 West High Street  
Post Office Box 809  
Jefferson City, Missouri 65102  
(573) 751-2971  
**INTERNET:** <http://www.oa.mo.gov/acct>  
**E-MAIL:** [acctmail@mail.mo.gov](mailto:acctmail@mail.mo.gov)

**Thomas J. Sadowski**  
Director

## **MEMORANDUM**

**TO:** State Agencies  
**FROM:** OA/Accounting  
**DATE:** December 13, 2005  
**RE:** Vendor Checks

This is a friendly reminder that due to the state holiday on Monday, December 26, vendor checks produced during the nightly cycle on December 22 will be dated December 27. Therefore, these checks will not be released until the morning of December 27.

If you have any questions, please have your Agency Customer Service Coordinator (ACSC) contact OA/Division of Accounting Agency Customer Service desk @ (573) 526-6000.

Thank you for your cooperation and have a safe and happy holiday.